**A close-up of a sign

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**Annexure C3**

# NOMINATION FORM

|  |
| --- |
| **BEST ENTREPRENEUR: SMALLHOLDER**  **DAFF DALRRD WOMEN ENTREPRENEUR AWARDS 2025** |
| Western Cape Department of Agriculture  Private Bag X1, Elsenburg, 7607 |
| Tel:  Email:  (Details of District Manager / District Coordinator) |

## SECTION 1

**Personal Information:**

|  |
| --- |
| Name of the enterprise (e.g Luthando LTD) |
| Name of owner: (e.g Ms Noluthando Maseko) |
| Job title of nominee: |
| Physical address: |
| ID (Attach copy) : |
| Postal address: |
| Banking details : |
| Contact numbers and e-mail address for the owner: Contact number and e-mail address for a nominee: |

## SECTION 2

**Enterprise Information:**

|  |  |
| --- | --- |
| 2.1. Type of enterprise:      2.2 Specialized commodity: |  |
| 2.3 Background of the enterprise: |  |
| **2.4 Legal requirements and corporate governance standards (Attach**    **Evidence)** | **Please Tick** |
| 2.4.1 Entity registration certificate |  |
| 2.4. 2 Information on occupational health and safety matters (e.g.  protective clothing) |  |
| 2.4. 3 Unemployment Insurance Funds (UIF) records |  |
| 2.4.4 Employment contracts, salary advises and leave records |  |
| 2.4.5 Tax Clearance Certificate |  |

## Section 3

**Farming Practices**

|  |
| --- |
| 2.5 Farming Methods:  2.5.1 Indigenous Knowledge Systems (IKS)  2.5.2 Use of new technology (Innovation)  2.5.3 Responsible use of production inputs (pesticides, fertilizers, vaccines, etc.) |
| 3.2 Natural Resources Management:  3.2.1 Caring for natural resources, adaptation and mitigation to climate change |

## SECTION 4

**Financial Management:**

Describe your recording keeping system citing the types of financial journals you keep (cash flow, enterprise budget, balance sheet etc.)

## SECTION 5

**Production:**

|  |  |  |
| --- | --- | --- |
| Demonstrate value chain standards: (e.g. HAACP, phytosanitary and health requirements)    Demonstrate labelling of ingredients:  Demonstrate handling and packaging: | | |
| **QUALITY OF PRODUCT AND QUANTITY OF PRODUCE** | | |
| **Produce** | **Quality** | **Quantity** |
|  |  |  |
|  |  |  |
|  |  |  |

## SECTION 6

**Marketing plan:**

|  |  |  |  |
| --- | --- | --- | --- |
| Mention the existing markets (indicate formal and informal local markets):  Monetary value of the sales: | | |  |
| **Produce** | **Quality** | **Price** | **Total amount** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## SECTION 7

**Job creation:**

|  |  |
| --- | --- |
| **Number of permanent and seasonal jobs created** | |
| **Seasonal jobs created** | **Permanent jobs** |
| Persons with disability:  Youth:  Women: | Persons with disability:  Youth:  Women: |
| Sustainability of jobs created: |  |

## SECTION 8

**Investment in human capital development**

|  |
| --- |
| Skills transfer (Mentoring, coaching and capacity-building programmes):  Programmes focusing on staff well-being: |
| Contribution to community development: |

**Name of Nominee:**

Signature: Date:

**Name of the Nominator (Extension Officer name):**

Signature: Date:

**Name of the District Manager:**

Signature: Date: